

**Department of Energy
Charter for the Environmental Management
Site-Specific Advisory Board**

1. Official Designation:

Environmental Management Site-Specific Advisory Board

2. Objective, Scope of Activity and Duties:

The Environmental Management (EM) Site-Specific Advisory Board (SSAB or Board) will provide the Assistant Secretary for Environmental Management, the appropriate Site Manager(s), and any other U.S. Department of Energy (DOE) officials the Assistant Secretary shall designate, with information, advice and recommendations concerning issues affecting the EM program at various sites. Specifically, the Board will provide advice and recommendations to DOE concerning the following EM site-specific issues: clean-up standards and environmental restoration; waste management and disposition; stabilization and disposition of non-stockpile nuclear materials; excess facilities; future land use; long-term stewardship; risk assessment and management; and science and technology activities. The Board may also be asked to provide advice and recommendations on any other EM projects or issues.

The EM SSAB will have the following duties:

- a. Advise on EM projects and issues; and
- b. Issue reports and recommendations as necessary.

3. Time Period Necessary for the Board to Fulfill its Purpose:

Since the Board exists to advise EM on a succession of projects and issues, the time period required to fulfill that purpose is continuing in nature.

4. Official(s) to whom the Board Reports:

The Board will report to the Assistant Secretary for Environmental Management, the appropriate Site Manager(s), and any other DOE official the Assistant Secretary shall designate.

5. Agency Responsible for Providing Necessary Support for the Board:

U.S. Department of Energy

6. Description of Duties for Which the Board Is Responsible:

The duties of the Board are solely advisory and are fully stated in Paragraph 2 above.

7. Estimated Annual Operating Expenses in Dollars and Person-Years:

The Department of Energy will provide resources sufficient to conduct EM SSAB business as well as travel and subsistence (per diem) expenses for eligible members. The approximate annual cost is \$3.5 million and approximately 10 person-years.

8. Estimated Number and Frequency of Board Meetings:

The Board will meet approximately six to twelve times per year at each of the sites represented on the Board. In addition, Board members at each site may be asked to designate a member or members to participate in national meetings to discuss EM SSAB issues.

9. Termination Date (if less than two years from the date of establishment or renewal):

Continuing.

10. Subcommittees:

To facilitate the functioning of the Board and to promote its effectiveness, subcommittees may be formed for each local SSAB. The objective of the subcommittees will be to make recommendations to the local SSAB.

11. Members:

- a. Pursuant to delegated authority, the Assistant Secretary for EM, is authorized to appoint SSAB members. The standard term for Board members is two years, and members typically serve no more than three consecutive two-year terms. In addition, their appointments are usually staggered so that at least one-third of the membership is retained for continuity. Board membership shall reflect a full diversity of viewpoints in the affected community and region. The Board will be composed primarily of people who are directly affected by DOE site clean-up activities. Members may include, but are not limited to, interested stakeholders from: local governments; Tribal nations; environmental, civic and religious groups; labor organizations; ethnic minorities; academia; women's groups and other interested individuals. Representatives from the Department of Energy, the Environmental Protection Agency, and other State governments shall be considered *ex officio* Board members. By serving in *ex officio* capacity, these representatives will attend and participate in Board meetings but will have no

voting privileges. Selection and appointment of group members shall be accomplished using procedures designed to ensure a diverse Board membership and a balance of representative viewpoints.

- b. Approximate number of members: 250. This number is based on each local EM Site-Specific Advisory Board having from approximately 10 to 30 Board members.

This Charter for the Advisory Board above is hereby approved on:

Date: May 16, 2002

Carroll Matthews

for James N. Solit
Advisory Committee Management Officer

Date Filed: MAY 16 2002